



ARTICLE I – Name

The name of this organization shall be NAMI Franklin County, Inc. (National Alliance on Mental Illness).

ARTICLE II – Mission

NAMI Franklin County is dedicated to improving the lives of family members, friends and persons with mental illness through education, outreach, referral, support and advocacy in central Ohio.

ARTICLE III – Purpose

Purpose:

1. To advocate for the general well being and appropriate treatment for Central Ohioans with serious biological brain diseases/disorders by reinforcing a county-wide network of family member support/affiliate groups.
2. To advocate for the availability of a full range of housing and support services for all Central Ohioans with serious biological brain diseases/disorders.
3. To advocate for job availability, training, and placement for Central Ohioans with biological brain diseases/disorders capable of employment within the community and to disseminate information pertaining to employment.
4. To assure appropriate treatment for Central Ohioans with biological brain diseases/disorders.
5. To provide quality education on brain disorders to family members, friends and mental health professionals in Central Ohio.
6. To advocate for research into the causes and cure of biological brain diseases/disorders, alternative modalities of treatments, and rehabilitation, working toward the eradication of serious biological disorders and/or diseases.
7. To advocate for the inclusion of family members in the decision making process within the mental health system in order to improve the system, remove stigma, ensure system accountability and strengthen our grassroots network.
8. To advocate for the family member's participation in decisions concerning the care and treatment of their family member.
9. To promote new legislation and/or revision of existing legislation at the local and state level of governance.

10. To serve as the local affiliate of the National Alliance on Mental Illness of Ohio, and the National Alliance on Mental Illness.
11. To solicit, receive, and expend funds to manage and hire staff and personnel for the accomplishments of the above goals.

ARTICLE IV -- Non-Discrimination Policy

NAMI shall not discriminate against any person or group of persons on the basis of race, ethnicity, culture, language, national origin, geographic origin, age, disability, gender, sexual orientation, gender expression, education, religion, faith, socio-economic status or lived experience.

ARTICLE V - Membership

Section 1. Membership shall be open to all persons who support the Mission of this organization.

Section 2. There shall be individual and family memberships available as provided in the By-Laws of the National Alliance on Mental Illness (NAMI).

Section 3. Any member, in good standing, regardless of type of membership, shall be eligible to vote (in person) on all motions considered at membership meetings.

Section 4. A member in good standing is one whose dues are not delinquent.

Section 5. Dues are payable annually, in a manner established by the Board of Directors

Section 6. Lifetime memberships may be made available for a payment and under the conditions to be determined by the Board. Any lifetime memberships already in effect shall continue in full force.

Section 7. Control of this corporation rests with the membership. Actions of the Board are subject to review by the membership on request of any member at the Annual Membership Meeting or other scheduled general meeting. Board action may be altered or rescinded by two-thirds (2/3) vote of the members present at a general meeting.

Section 8. NAMI Franklin County, Inc., is a chapter of NAMI Ohio and of the National Alliance on Mental Illness (NAMI).

ARTICLE VI – Policies & Procedures

Section 1. Routine operations of this organization shall be governed by policies and procedures approved by the Board, with changes thereto also approved by the Board. Policies relating to Board contacts with the membership, or relating to NAMI Franklin County organizational structures, shall also be approved by the Board. Strategic goals and objectives of the organization to fulfill the mission will also be approved by the board and communicated to the membership in the newsletter.

Section 2. The Board shall approve and keep current a Personnel Manual to cover policies relating to paid employees of this organization.

Section 3. The Board may appoint an Executive Director, salaried or unsalaried, responsible to the Board.

ARTICLE VII – Meetings, Elections, and Quorums

Section 1. Meetings of the memberships shall be held regularly.

Section 2. The Annual Membership Meeting is designed as the meeting for the election of officers. The Nominating Committee shall present a slate of officers and Board members for the membership's consideration. Additional nominations from the floor shall be allowed, provided the nominee is in good standing, has agreed to serve, and has obtained the written endorsement of ten (10) other members in good standing.

Section 3. New Officers and Board Members shall assume office immediately following their election.

Section 4. Special meetings of the membership may be called by the Board of Directors, or by written request to the President by five (5) or more members in good standing.

Section 5. At membership meetings, ten (10) members in good standing, including a majority of the Board, shall constitute a quorum for the conduct of business.

ARTICE VIII – The Board of Directors

Section 1. The Board of Directors shall have a minimum of five (5) and a maximum of fifteen (15) members, including five elected officers-President, President-Elect, Past President, Treasurer and Secretary, all of whom shall be NAMI Franklin County members in good standing when elected and while serving.

Section 2. Five (5) members of the Board of Directors, including at least two (2) elected officers, shall constitute a quorum for the conduct of business.

Section 3. The terms of the Board members shall begin as soon as they are elected, and shall be for three (3) years. A Board member may serve for no more than two consecutive terms, but may be re-elected after a lapse of one (1) year. The Board may modify this requirement in unusual circumstances. The immediate Past President may serve a seventh (7th) consecutive year immediately following his/her term of office, but must then retire from the Board for at least one (1) year.

Section 4. Board members are required to attend Board meetings. The Board of Directors may replace any Board member (including an officer) who has failed to attend three (3) consecutive board meetings without good cause as determined in the discretion of the Executive Director and Board President. After giving reasonable notice to the director or officer involved, the Board may declare the office vacant. The Board may then elect a replacement to serve until the next Annual Membership Meeting.

Section 5. Board members are required to actively participate in development efforts of NAMI Franklin County and to advocate for the organization with the goal of obtaining financial support. This includes, at minimum, leading a Walk team for the annual NAMI Walk fundraising event, and securing \$1,000 in financial contributions for NAMI Franklin County, whether by obtaining corporate sponsorships for the NAMI Walk, individual contributions, equivalent in-kind donations, or by another means.

Section 6. Board members are required to chair a committee and hold regular committee meetings.

ARTICLE IX – Officers

Section 1. Only members in good standing with a mentally ill family member, or who themselves are consumers or former consumers, shall be eligible to serve as officers.

Section 2. There shall be a President, a President-Elect, a Past-President, a Secretary, and Treasurer, all elected for two-year terms at the Annual Membership Meeting.

Section 3. No officer may hold an office more than two (2) years in succession. The Board may modify this requirement in unusual circumstances.

Section 4. The President presides at all general meetings, meetings of the Executive Committee, and meetings of the Board. With the approval of the Board, the President appoints the Chairs of all committees with the exception of the Nominating Committee and supervises their work. The President acts as NAMI Franklin County's executive officer and, in general, performs the duties usually associated with the office of President. The President mentors the President-Elect to prepare him or her for the succeeding term.

Section 5. The President-Elect succeeds the President, and in the event of vacancy in the office of President, the President-Elect shall assume those duties until an election is held. The President-Elect shall preside at meetings in the absence of the President. The President-Elect shall make reasonable efforts to prepare for his or her succeeding term as President and undertakes other responsibilities as assigned by the President.

Section 6. The Past President shall serve as a member of the Executive Committee. In the event of vacancies in the offices of both President and President-Elect, the Past-President shall assume those duties until an election is held. The Past-President undertakes other responsibilities as assigned by the President.

Section 7. The Secretary handles correspondence and records minutes of all meetings, including meetings of the membership, the Board and the Executive Board.

Section 8. The Treasurer receives and disburses all funds and maintains complete and accurate account of all funds received and disbursed. The Treasurer provides reports at each regular Board meeting, at each Executive Committee meeting, and at the Annual Membership Meeting, and shall prepare all documentation required for an annual audit.

ARTICLE X – Committees

Section 1. The Executive Committee shall be a Standing Committee consisting of the five (5) Officers. The President will be Chair of the Executive Committee. The Executive Committee shall ordinarily meet monthly, and is empowered to act on behalf of Board at times when the Board does not meet. The Executive Committee shall report its actions in writing to the Board for approval and discussion. Actions of the Executive Committee may be rescinded by a majority vote of the full Board.

Section 2. A Nominating Committee, consisting of at least three (3) members, one of whom shall be Past-President whenever possible, shall be appointed by the Board (excluding the President) to prepare a slate of officers and Board members for the Annual Membership Meeting. The Nominating Committee shall choose its Chair from within. Nominees shall be members in good standing who have

given their consent to the nomination. The slate shall be prepared in timely fashion, allowing for dissemination to the membership in the NAMI Franklin County Newsletter, or otherwise, before the Annual Membership Meeting.

Section 3. The President, with the approval of the Board, may appoint Standing Committees, which may include board members and other members in good standing.

Section 4. The President, with the approval of the Board, may appoint Ad Hoc Committees for a specific purpose and to serve for a specified term. These committees may include both board members and other members in good standing.

ARTICLE XI – Finances

Section 1. The fiscal year shall begin July 1 and end June 30.

Section 2. Expenditures of over \$1000 shall not be authorized for payment except with the prior approval of the Board.

Section 3. An Annual Budget shall be prepared by the Board.

Section 4. If an annual external audit is not performed, the President shall appoint an Auditing Committee to conduct an annual audit.

ARTICLE XII – Electronic Communications

Electronic communications, including, but not limited to, electronic mail, facsimile signatures, electronic signatures and/or telephone conference calls, may be used to conduct any and all business activity of the organization.

ARTICLE XIII – Parliamentary Authority

For procedures not covered in these By-Laws, a current edition of *Robert's Rules of Order* shall govern the conduct of business.

ARTICLE XIV – Amendments

Section 1. Amendments to the By-Laws may be proposed by the Board and transmitted to the general membership.

Section 2. Five (5) or more members in good standing or 5% of the total membership, whichever is larger, may propose amendments. The Board will review the proposed amendments for appropriate language and prepare a summary to be submitted to the general membership.

Section 3. A proposed amendment and a summary will be sent to every member, along with the date it will be voted upon, at least three (3) weeks prior to that meeting. Timely publication in the NAMI Franklin County Newsletter will satisfy this requirement.

Section 4. A two-thirds (2/3) vote of members in good standing who are present at the designated meeting shall be required for ratification.

-End-

Approved by the NAMI FC Membership on Oct. 22, 2014